

BUSINESS TRAVEL ACCIDENT INSURANCE

Out of State and Foreign Travel Reporting Changes

Employees are now required to register all **out of state** and **foreign country** business trips to ensure business travel accident coverage. Please note that employees are automatically covered for business travel within the state – therefore, registration is not required.

It is as easy as 1 – 2 – 3!

1. Prior to departure, register an out of state or foreign country business trip at: <http://www.uctravel.org/>
2. Click on “UC Traveler Insurance”, fill out the form, and save changes.
3. Print the form. This provides the employee with confirmation of coverage and information to use in an emergency while traveling out of state and abroad.

Effective October 1, 2007, the university has changed the Business Travel Accident insurance to **ACE USA**. When traveling on official university business, employees are covered worldwide, 24 hours a day, for a wide variety of accidents and incidents while away from the workplace. This new coverage is broader and more generous and is provided at no cost to the employee; but employees must register out of state and foreign country travel to ensure coverage for each business trip. This coverage includes:

- Travel Assistance Services such as:
 - Security extraction
 - Out of country medical (deductible \$50 per occurrence)
 - Loss of personal effects (deductible \$25 per occurrence)
 - Emergency medical evacuation
 - Repatriation of remains
- Accidental death, dismemberment, paralysis, and permanent total disability

This coverage also extends to an employee’s spouse/domestic partner and dependent children when traveling with the employee.

For more information go to the [Risk Services](#) home page and click on Employee Coverage or [At Your Service](#).